

RECRUITMENT RULES

**Supplement to the Gazette No. 8 of the
24th February 2015**

Published by Authority of Government of Puducherry

Price : ₹ 11.00

GOVERNMENT OF PUDUCHERRY

HOME DEPARTMENT*(G.O. Ms. No. 6, dated 10th February 2015)*

NOTIFICATION

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Notification No. F5/4/65-GP, dated 11th January 1965 of the Ministry of Home Affairs, Government of India, New Delhi and in partial modification of the Home Department's notification issued in G.O. Ms. No. 53, dated 28th May 1982 and published in Supplement to the Gazette No. 23 of the 8th June 1982 and further amendment issued in G.O. Ms. No. 56, dated 29th October 2003 published in Supplement to the Gazette No. 45 of the 11th November 2003, the Lieutenant-Governor, Puducherry, hereby makes the following rules further to amend the rules regulating the method of recruitment to the Group 'C' posts of Followers (Cook/Dhobi/Barber/Water Carrier) in the Home Department, Government of Puducherry, namely:—

1. *Short title and commencement.*— (i) These rules may be called the Government of Puducherry, Home Department, Group 'C' posts of Followers (Cook/Dhobi/Barber/Water Carrier) (Police Department) Recruitment Rules, 2015.

(ii) They shall come into force on and from the date of their publication in the official gazette.

2. *Number of posts, their classification and Pay Band and Grade Pay/Scale of Pay.*— The number of the said posts, their classification and Pay Band and Grade Pay/Scale of Pay attached thereto, shall be as specified in columns (2) to (4) of the Schedules annexed hereto.

3. *Method of recruitment, age-limit and other qualifications.*— The method of recruitment to the said posts, age-limit, qualifications and other matters relating thereto, shall be as specified in columns (5) to (13) of the said Schedules.

4. *Disqualifications.*— No person,—

(a) who has entered into or contracted a marriage with a person having a spouse living; or

(b) who, having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said posts:

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect the reservation, relaxation in upper age-limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

SCHEDULE-I

RECRUITMENT RULES FOR THE POST OF FOLLOWER (COOK)

-
- | | |
|---|---|
| 1. Name of the post | : Follower (Cook) |
| 2. Number of posts | : 19 (Nineteen) [2015] Subject to variation dependent on work-load. |
| 3. Classification | : General Central Services–Group 'C'–Non-Gazetted–Non-Ministerial. |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800 |
| 5. Whether selection post or non-selection post | : Not applicable |
| 6. Age-limit for direct recruits | : Between 18 and 22 years (Relaxation of age as per rules in force).

<i>Note :</i> (1) In case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications.

<i>Note :</i> (2) In case of recruitment made through Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names. |
| 7. Educational and other qualifications required for direct recruits. | : (i) A pass in 10th Standard along with a Certificate Course in Catering or its equivalent from any recognised institution.

(ii) Physical standard test, written test and medical examination test as prescribed in Annexure-I. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Not applicable |
| 9. Period of probation, if any | : Two years |
| 10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. | : By direct recruitment
<i>Note:</i> Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration—

(a) Holding analogous posts on regular basis; and
(b) Possessing the educational and other qualifications prescribed for direct recruits under column (7). |
| 11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/deputation/absorption is to be made. | : Not applicable |

12. If a Departmental Promotion Committee exists, what : *Police Recruitment Committee consisting of—*
is its composition?
- (1) Senior Superintendent of Police (C&I) . . Chairman
(2) Senior Superintendent of Police (PAP) . . Member
(3) Senior Superintendent of Police (HQ) . . Member
13. Circumstances in which the Union Public : Not applicable
Service Commission is to be consulted in making
recruitment.

SCHEDULE-II

RECRUITMENT RULES FOR THE POST OF FOLLOWER (DHOBİ)

- | | |
|---|---|
| 1. Name of the post | : Follower (Dhobi) |
| 2. Number of posts | : 5 (Five) [2015] Subject to variation dependent on work-load. |
| 3. Classification | : General Central Services–Group ‘C’–Non-Gazetted–Non-Ministerial. |
| 4. Pay Band and Grade Pay/Pay Scale | : Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800 |
| 5. Whether selection post or non-selection post | : Not applicable |
| 6. Age-limit for direct recruits | : Between 18 and 22 years (Relaxation of age as per rules in force).

<i>Note :</i> (1) In case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications.

<i>Note :</i> (2) In case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names. |
| 7. Educational and other qualifications required for direct recruits. | (i) A pass in 10th Standard along with a Certificate Course in Laundry and Dry Cleaning or its equivalent from any recognised institution.

(ii) Physical standard test, written test and medical examination test as prescribed in Annexure-II. |
| 8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. | : Not applicable |
| 9. Period of probation, if any | : Two years |

10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By direct recruitment
Note: Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration—
 (a) Holding analogous posts on regular basis; and
 (b) Possessing the educational and other qualifications prescribed for direct recruits under column (7).
11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/deputation/absorption is to be made. : Not applicable
12. If a Departmental Promotion Committee exists, what is its composition? : *Police Recruitment Committee consisting of—*
 (1) Senior Superintendent of Police (C&I) . . Chairman
 (2) Senior Superintendent of Police (PAP) . . Member
 (3) Senior Superintendent of Police (HQ) . . Member
13. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment. : Not applicable

SCHEDULE-III

RECRUITMENT RULES FOR THE POST OF FOLLOWER (BARBER) (MALE)

1. Name of the post : Follower (Barber) (Male)
2. Number of posts : 13 (Thirteen) [2015] Subject to variation dependent on work-load.
3. Classification : General Central Services–Group 'C'–Non-Gazetted–Non-Ministerial.
4. Pay Band and Grade Pay/Pay Scale : Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800
5. Whether selection post or non-selection post : Not applicable
6. Age-limit for direct recruits : Between 18 and 22 years (Relaxation of age as per rules in force).
Note : (1) In case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications.
Note : (2) In case of recruitment made through Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.

7. Educational and other qualifications required for direct recruits : (i) A pass in 10th Standard along with a Certificate Course in Hair Cutting and Dressing or its equivalent from any recognised institution.
(ii) Physical standard test, written test and medical examination test as prescribed in Annexure-III.
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees : Not applicable
9. Period of probation, if any : Two years
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By direct recruitment
Note: Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration—
(a) Holding analogous posts on regular basis; and
(b) Possessing the educational and other qualifications prescribed for direct recruits under column (7).
11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/deputation/absorption is to be made. : Not applicable
12. If a Departmental Promotion Committee exists, what is its composition? : *Police Recruitment Committee consisting of—*
(1) Senior Superintendent of Police (C&I) . . Chairman
(2) Senior Superintendent of Police (PAP) . . Member
(3) Senior Superintendent of Police (HQ) . . Member
13. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment. : Not applicable

SCHEDULE-IV

RECRUITMENT RULES FOR THE POST OF FOLLOWER (WATER CARRIER)

1. Name of the post : Follower (Water Carrier)
2. Number of posts : 14 (Fourteen) [2014] Subject to variation dependent on work-load.
3. Classification : General Central Services–Group 'C'–Non-Gazetted–Non-Ministerial.
4. Pay Band and Grade Pay/Pay Scale : Pay Band–1 ₹ 5,200-20,200 + Grade Pay ₹ 1,800

5. Whether selection post or non-selection post : Not applicable
6. Age-limit for direct recruits : Between 18 and 22 years (Relaxation of age as per rules in force).
Note : (1) In case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications.
Note : (2) In case of the recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names.
7. Educational and other qualifications required for direct recruits. : (i) A pass in 10th Standard along with a Certificate Course in House-keeping or its equivalent from any recognised institution.
(ii) Physical standard test, written test and medical examination test as prescribed in Annexure-IV.
8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees. : Not applicable
9. Period of probation, if any : Two years
10. Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancies to be filled by various methods. : By direct recruitment
Note: Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration—
(a) Holding analogous posts on regular basis; and
(b) Possessing the educational and other qualifications prescribed for direct recruits under column (7).
11. In case of recruitment by promotion /deputation/ absorption, grades from which promotion/ deputation/absorption is to be made. : Not applicable
12. If a Departmental Promotion Committee exists, what is its composition? : *Police Recruitment Committee consisting of—*
(1) Senior Superintendent of Police (C&I) . . Chairman
(2) Senior Superintendent of Police (PAP) . . Member
(3) Senior Superintendent of Police (HQ) . . Member
13. Circumstances in which the Union Public Service Commission is to be consulted in making recruitment. : Not applicable
-

ANNEXURE-I

**PROCEDURE/STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT TEST,
PHYSICAL EFFICIENCY TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR
THE RECRUITMENT OF FOLLOWERS (COOK) IN PUDUCHERRY POLICE**

1. *Physical measurements :***Physical Standards: Eligibility conditions**

	Men	Women
Height	Not less than 165 cms.	Not less than 154 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.	—
Weight	Body Mass Index (BMI) should be 18.50 to 29.9 kg./M ²	45 kgs. minimum

$$\text{BMI} = \frac{\text{Weight of person in kg.}}{\text{Height of the person in M}^2}$$

(i) Physical measurements as prescribed in the eligibility conditions of the candidates will be done by the experts from the Education Department under the overall supervision of the Senior Superintendent of Police (C&I).

(ii) Entries regarding physical measurements would be made as per TRP (Transparency Recruitment Procedure) laid down by BPR&D, Government of India.

2. *Written test (100 marks):*

(i) All candidates (Male or Female) who qualify the physical standards test shall undergo a written test. The test will be of 2 hours duration with maximum of 100 marks questions. The questions will be of objective type and of S.S.L.C. standard.

(ii) The written test will be in English and regional languages (*i.e.*,) for candidate from Puducherry and Karaikal in Tamil, for Mahe in Malayalam and for Yanam in Telugu. The questions for General English shall be only in English language.

3. *Appeal:*

The appeal made by any candidate on the same day of the physical measurement test will be examined and the decision of the Senior Superintendent of Police nominated by Inspector-General of Police in respect of the appeal shall be final.

4. *Medical examination:*

The candidates who pass the written test shall be medically examined by Specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of Medical Superintendent, General Hospital, Puducherry.

MEDICAL STANDARDS TO BE MET

- (a) Eyesight : **Distant Vision—**
 I. Normal - Both eyes should be 6/6
 OR
 (1) Better eye with correction 6/6
Near Vision—
 (2) Normal - Both eyes should be JJ
 (3) Free from colour blindness

- | | | | |
|-----|----------------------|---|---|
| (b) | Hearing | : | Free from any disability |
| (c) | Defects or deformity | : | Free from any defect or deformity of limbs. |
| (d) | Disease | : | Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Cook in the Police Department. |
| (e) | Other | : | Should not be flat-footed or suffering from knocked knees and bow legs. |

6. *Procedure :*

- (1) The testing procedure, time and venue would be decided and subject to change by the committee.
- (2) The physical measurement, written test and medical examination will be conducted at Puducherry only.
- (3) The candidate should be informed about his eligibility /status at all stages and issue of rejection slips, stage-wise.

7. *Final list of selected candidates:*

Final select list will be declared after completion of all the tests. The result of successful candidates will be hosted on the Government/Departmental website.

8. *Training:*

The selected candidates shall undergo basic training at Police Training School, Puducherry for a period of 3 months as per the syllabus decided by this department.

ANNEXURE-II

**PROCEDURE/STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT TEST,
PHYSICAL EFFICIENCY TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR
THE RECRUITMENT OF FOLLOWER (DHOB) IN PUDUCHERRY POLICE**

I. *Physical measurements :*

Physical Standards: Eligibility conditions

Men		Women
Height	Not less than 165 cms.	Not less than 154 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.	—
Weight	Body Mass Index (BMI) should be 18.50 to 29.9 kg./M ²	45 kgs. minimum

$$BMI = \frac{\text{Weight of person in kg.}}{\text{Height of the person in M}^2}$$

(i) Physical measurements as prescribed in the eligibility conditions of the candidates will be done by the experts from the Education Department under the overall supervision of the Senior Superintendent of Police (C&I).

(ii) Entries regarding physical measurements would be made as per TRP (Transparency Recruitment Procedure) laid down by BPR&D, Government of India.

2. *Written test (100 marks) :*

(i) All candidates (Male or Female) who qualify the physical standards test shall undergo a written test. The test will be of 2 hours duration with maximum of 100 marks questions. The questions will be of objective type and of S.S.L.C. standard.

(ii) The written test will be in English and regional languages (*i.e.*) for candidate from Puducherry and Karaikal in Tamil, for Mahe in Malayalam and for Yanam in Telugu. The questions for General English shall be only in English language.

3. *Appeal:*

The appeal made by any candidate on the same day of the physical measurement test will be examined and the decision of the Senior Superintendent of Police nominated by Inspector-General of Police in respect of the appeal shall be final.

4. *Medical examination:*

The candidates who pass the written test shall be medically examined by Specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of Medical Superintendent, General Hospital, Puducherry.

MEDICAL STANDARDS TO BE MET

(a) Eyesight	: Distant Vision— I. Normal - Both eyes should be 6/6 OR (1) Better eye with correction 6/6 Near Vision— (2) Normal - Both eyes should be JI (3) Free from colour blindness
(b) Hearing	: Free from any disability
(c) Defects or deformity	: Free from any defect or deformity of limbs.
(d) Disease	: Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Dhobi in the Police Department.
(e) Other	: Should not be flat-footed or suffering from knocked knees and bow legs.

6. *Procedure :*

- (1) The testing procedure, time and venue would be decided and subject to change by the committee.
- (2) The physical measurement, written test and medical examination will be conducted at Puducherry only.
- (3) The candidate should be informed about his eligibility /status at all stages and issue of rejection slips, stage-wise.

7. *Final list of selected candidates:*

Final select list will be declared after completion of all the tests. The result of successful candidates will be hosted on the Government/Departmental website.

8. *Training:*

The selected candidates shall undergo basic training at Police Training School, Puducherry for a period of 3 months as per the syllabus decided by this department.

ANNEXURE-III

PROCEDURE/STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT TEST, PHYSICAL EFFICIENCY TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE RECRUITMENT OF FOLLOWER (BARBER) (MALE) IN PUDUCHERRY POLICE

1. *Physical measurements :*

Physical Standards: Eligibility conditions

Men	
Height	Not less than 165 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.

(i) Physical measurements as prescribed in the eligibility conditions of the candidates will be done by the experts from the Education Department under the overall supervision of the Senior Superintendent of Police (C&I).

(ii) Entries regarding physical measurements would be made as per TRP (Transparency Recruitment Procedure) laid down by BPR&D, Government of India.

2. *Written test (100 marks) :*

(i) All candidates (Male only) who qualify the physical standards test shall undergo a written test. The test will be of 2 hours duration with maximum of 100 marks questions. The questions will be of objective type and of S.S.L.C. standard.

(ii) The written test will be in English and regional languages (*i.e.*) for candidate from Puducherry and Karaikal in Tamil, for Mahe in Malayalam and for Yanam in Telugu. The questions for General English shall be only in English language.

3. *Appeal:*

The appeal made by any candidate on the same day of the physical measurement test will be examined and the decision of the Senior Superintendent of Police nominated by Inspector-General of Police in respect of the appeal shall be final.

4. *Medical examination:*

The candidates who pass the written test shall be medically examined by Specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of Medical Superintendent, General Hospital, Puducherry.

MEDICAL STANDARDS TO BE MET

- (a) Eyesight : **Distant Vision—**
 I. Normal - Both eyes should be 6/6
 OR
 (1) Better eye with correction 6/6
Near Vision—
 (2) Normal - Both eyes should be JJ
 (3) Free from colour blindness
- (b) Hearing : Free from any disability
- (c) Defects or deformity : Free from any defect or deformity of limbs.
- (d) Disease : Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Barber (Male) in the Police Department.
- (e) Other : Should not be flat-footed or suffering from knocked knees and bow legs.

6. *Procedure:*

- (1) The testing procedure, time and venue would be decided and subject to change by the committee.
- (2) The physical measurement, written test and medical examination will be conducted at Puducherry only.
- (3) The candidate should be informed about his eligibility/status at all stages and issue of rejection slips, stage-wise.

7. *Final list of selected candidates:*

Final select list will be declared after completion of all the tests. The result of successful candidates will be hosted on the Government/Departmental website.

8. *Training:*

The selected candidates shall undergo basic training at Police Training School, Puducherry for a period of 3 months as per the syllabus decided by this department.

ANNEXURE-IV

**PROCEDURE/STANDARDS FOR CONDUCTING PHYSICAL MEASUREMENT TEST,
PHYSICAL EFFICIENCY TEST, MEDICAL EXAMINATION AND WRITTEN TEST FOR THE
RECRUITMENT OF FOLLOWER (WATER CARRIER) IN PUDUCHERRY POLICE**

1. *Physical measurements :***Physical Standards: Eligibility conditions**

	Men	Women
Height	Not less than 165 cms.	Not less than 154 cms.
Chest	81-86 cms. with minimum expansion of 5 cms.	—
Weight	—	45 kgs. minimum

$$\text{BMI} = \frac{\text{Weight of person in kg.}}{\text{Height of the person in M}^2}$$

(i) Physical measurements as prescribed in the eligibility conditions of the candidates will be done by the experts from the Education Department under the overall supervision of the Senior Superintendent of Police (C&I).

(ii) Entries regarding physical measurements would be made as per TRP (Transparency Recruitment Procedure) laid down by BPR&D, Government of India.

2. *Written test (100 marks) :*

(i) All candidates (Male or Female) who qualify the physical standards test shall undergo a written test. The test will be of 2 hours duration with maximum of 100 marks questions. The questions will be of objective type and of S.S.L.C. standard.

(ii) The written test will be in English and regional languages (*i.e.*) for candidate from Puducherry and Karaikal in Tamil, for Mahe in Malayalam and for Yanam in Telugu. The questions for General English shall be only in English language.

3. *Appeal:*

The appeal made by any candidate on the same day of the physical measurement test will be examined and the decision of the Senior Superintendent of Police nominated by Inspector-General of Police in respect of the appeal shall be final.

4. *Medical examination:*

The candidates who pass the written test shall be medically examined by Specialists in General Hospital, Puducherry and finally certified by the Assistant Director (RMO) under the supervision of Medical Superintendent, General Hospital, Puducherry.

MEDICAL STANDARDS TO BE MET

(a) Eyesight : **Distant Vision—**

I. Normal - Both eyes should be 6/6

OR

(1) Better eye with correction 6/6

Near Vision—

(2) Normal - Both eyes should be JJ

(3) Free from colour blindness

- | | | | |
|-----|----------------------|---|---|
| (b) | Hearing | : | Free from any disability |
| (c) | Defects or deformity | : | Free from any defect or deformity of limbs. |
| (d) | Disease | : | Free from hernia, piles, respiratory disease, diabetes or any other disease, which will adversely affect the work of Follower (Water Carrier) in the Police Department. |
| (e) | Other | : | Should not be flat-footed or suffering from knocked knees and bow legs; |

6. Procedure :

- (1) The testing procedure, time and venue would be decided and subject to change by the committee.
- (2) The physical measurement, written test and medical examination will be conducted at Puducherry only.
- (3) The candidate should be informed about his eligibility /status at all stages and issue of rejection slips, stage-wise.

7. Final list of selected candidates:

Final select list will be declared after completion of all the tests. The result of successful candidates will be hosted on the Government/Departmental website.

8. Training:

The selected candidates shall undergo basic training at Police Training School, Puducherry for a period of 3 months as per the syllabus decided by this department.

(By order of the Lieutenant-Governor)

P. RAJALAKSHMI,
Under Secretary to Government.